

## **Privacy Policy of the www.cashdirector.us Website**

Protecting your personal data as our Client and user of the www.cashdirector.us website is a very important aspect of our company's operations. Our privacy policy has been prepared to inform users about the principles of collecting and using personal data on this website and within our company.

The Privacy Policy rules are available on the homepage of this website and also at every place on the pages where users submit their personal data.

We inform you that the administrator of your personal data is: CASHDIRECTOR SPÓŁKA AKCYJNA with its registered office in Warsaw at Aleje Jerozolimskie 96, 00-807 Warsaw (hereafter: "CD").

We ensure the processing of your data using all technical and organizational means necessary to ensure the security of this data. CD has implemented and is implementing appropriate technical and organizational measures to ensure the protection of personal data processing, especially securing data against being disclosed to unauthorized persons, taken by an unauthorized person, lost, damaged, or destroyed.

Furthermore, where you provide us with your personal data for purposes other than specified in the cooperation agreement, especially within the recruitment process or inquiry for an offer, the administrator of your personal data is also CASHDIRECTOR SPÓŁKA AKCYJNA with its registered office in Warsaw at Aleje Jerozolimskie 96, 00-807 Warsaw.

In case of any doubts and questions, please contact us at the e-mail address: [administrator@cashdirector.com](mailto:administrator@cashdirector.com)

### **1. Data We Receive from You and Other Data**

On our website www.cashdirector.us, we provide contact details to our company through which it is possible to pass on personal data (e.g., e-mail address). Disclosure of such information by the user is entirely voluntary but necessary to fulfill your order or answer your questions within the scope of the contract.

### **2. Processing of Personal Data**

Your personal data is used by us only for the purpose for which it was provided to us. We process your personal data primarily for the following purposes:

1. contract execution,
2. marketing of goods and services of our own and entities we represent,
3. transmitting information you requested,
4. considering your complaints or remarks.

Your personal data is stored only for the period necessary to fulfill the purpose for which it was disclosed. Depending on the purpose for which they are processed, data will be stored for the following periods:

- a) In the event of a contract conclusion, data will be processed as a rule for the duration of the contract and after its termination - for the period in which it is possible to pursue any claims related to it. In case of claims, your data will be stored for the duration of the legal proceedings, including the period of executing the verdict.
- b) For presenting offers and conducting marketing activities - data will be stored for the duration of the contract and after its termination no longer than the limitation period for claims;
- c) For tax and accounting settlements and internal archiving - data will be stored for a period of 5 years after the end of the year in which the financial event took place until the expiration of tax obligations;
- d) To ensure accountability - such data may be stored for the period necessary to demonstrate by CD the fulfillment of legal obligations. However, we inform you that this will take place in exceptional cases - e.g., in the situation where you would express opposition against processing.

Personal data provided as part of the recruitment process is processed solely for employee recruitment purposes. All data provided to us is deleted no later than 3 months after the recruitment process is concluded or after the purpose of processing is concluded, provided that appropriate consent was given in this regard.

Your data may be processed by us in an automated manner for profiling your preferences to use these data for purposes that will be explained in situations related to the possibility of profiling.

In processing your personal data, we may use subcontractors acting on our behalf. Our subcontractors will process data only for the purposes specified by us. Your data may be transferred to these entities from the moment you provide these data at the time of registration and later for the time through which we store your data regarding the use of our website.

Furthermore, your personal data may be made available to entities authorized to obtain information on the basis of mandatory legal provisions or other entities if you express appropriate consent for it.

### **3. Rights in the Scope of Transferred Personal Data**

To ensure every person the possibility to protect their rights and freedoms and ensure control over the processing of their data, you may exercise your rights:

- Right of access to data - the person to whom the data relates has the right to receive information, including what data CD processes, for what purposes they are processed, and to obtain their copies.

You may contact CD with a request to receive information whether CD processes your personal data.

- Right to erasure of data (the right to be forgotten) - the person to whom the data relates may indicate the scope and circumstances justifying the requested deletion of data, e.g., the data are no longer necessary for the purposes for which they were collected, and there are no legal grounds for further data processing; the data are processed unlawfully.

The right to erasure of data may be realized in cases when CD does not have legal grounds for processing the data.

- Right to data portability - the person to whom the data relates has the right to receive in a structured, commonly used format readable by machine the personal data concerning him or her which he or she has provided to CD.

A request for data transfer can be submitted by the person to whom the data relates. The information will be provided in the form of a file transferred on a password-protected CD or in another manner agreed with you.

- Right to restriction of data processing - the person to whom the data relates indicates that there are grounds for restricting the processing of her data, e.g., CD does not need certain data, there are no grounds for further processing, and the person to whom the data relates requests suspension of data operations or deletion of some data.

Each request for restriction of data processing will require individual consideration in terms of existing grounds for data processing, purpose, and scope of their processing.

- Right to rectification of data - at any time when there is such a need, the person to whom the data relates informs CD about changing his or her personal data.

You may contact CD with a request to rectify incorrect or complete incomplete personal data.

- Right to object - at any time, you can object to the processing of data for marketing purposes.

An objection to data processing can be submitted in writing to the address of CD.

Your personal data will not be transferred to so-called third countries not providing adequate protection of personal data. We inform you that it may happen that your data will be sent or stored outside the European Economic Area (EU and Iceland, Liechtenstein, and Norway) ("EEA") e.g., to comply with instructions, fulfill a legal obligation, or cooperate with service providers who provide CD with their services to assist in managing your accounts and providing our services. If there is a circumstance through which CD will be forced to transfer data outside the EEA, it will ensure that they are protected as required by law and will take appropriate measures for this purpose.

You have the right to lodge a complaint with the supervisory authority - the President of the Office for Personal Data Protection, if you believe that the processing of your personal data violates the laws on personal data protection.

This website is not intended for individuals under the age of 18.

Our website is not designed for individuals who have not reached the age of 18, and therefore [www.cashdirector.us](http://www.cashdirector.us) does not collect or store information about individuals known to be minors.

## 4. Cookies

We automatically collect information on our servers that is sent to us by your browser. Every time a user accesses this site and each time site content is invoked, access data is stored in the form of logs, including, for example, the website from which you were redirected to our site through analytical tools.

Log files are stored to protect our systems, for example, to identify attacks on our systems. This information is used solely for administrative and statistical purposes and does not allow for the identification of an individual user.

To ensure a convenient use of our website, we use so-called cookies. A cookie is a small file of letters or numbers that is loaded onto your computer when a user accesses certain websites. Cookies allow the website to recognize the user's device.

Cookies can be stored for a longer period or can be deleted after finishing browsing the websites (a session starts from the moment a user opens the browser window until it is closed).

Persistent cookies are stored on the user's computer between browsing sessions, which allows the preferences of the user or his actions on a website (or in some cases across different websites) to be remembered. Persistent cookies can be used, for example, to remember user preferences and choices made.

Session cookies allow websites to link the actions of a user during a browsing session. Session cookies are deleted after the browsing session ends and are not stored for a longer period.

Whether a cookie is a 'first' or 'third-party' cookie depends on the website or domain placing the cookie. First-party cookies in basic terms are cookies set by a website visited by the user - the website displayed in the URL window. Third-party cookies are cookies that are set by a domain other than the one being visited by the user.

While using our website, cookies from other entities (external cookies) may additionally be placed on your device, especially from service providers such as Facebook, YouTube, or Google, to enable you to use the functionalities of our website integrated with these services. Each of the providers defines the rules for using cookies in their privacy policy. External cookies may also be placed by other entities like Google Inc. to collect anonymized information about the use of our website for statistical purposes and to improve the operation of our website.

Users who do not wish to use cookies for the above-described purposes have the option to configure the settings of the internet browser they use in a way that prevents the storage of the mentioned files in the computer's memory. At any time, they can also delete them manually. For detailed instructions, please visit the website of the manufacturer of the internet browser you use.

If you would like more information about cookies, including how to block and delete them, please visit: <http://www.allaboutcookies.org/>

This website uses the following Cookies:

**Session cookies**

cc

**Google Analytics:**

\_ga (426 days) .cashdirector.us

\_gat (1 minute), .cashdirector.us

\_gat\_wwTracker (1 minute), .cashdirector.us

\_gid (24 hours) .cashdirector.us

Cookie name and duration	Purpose	Information Collected	Consent Opt-out
Smuuid (12 months)	Tracking cookie for anonymous visits. Assigned to each visitor.	Unique identifier - Cookie itself does not contain identifiable contact information. Connection to contact card occurs inside SALESmanago.	Cookie is automatically added by SALESmanago script. Consent cannot be withdrawn other than by disabling cookies in the browser.
Smclient (12 months)	Identifying cookie assigned to monitored contacts.	The cookie itself does not contain information enabling contact identification. Connection to contact card occurs inside SALESmanago.	Automatically added by SALESmanago script. Opt-out by disabling cookies in the browser.
Smevent (from 12 hours to 30 days, automatically set to 12 hours)	Identifying cookie assigned to monitored contacts.	Contains eventId assigned after an event, e.g., cart event; deleted after purchase event.	Automatically added by SALESmanago script. Opt-out by disabling cookies in the browser.
smform - 12 months	Cookie supporting contact forms and pop-ups.	Information about form and pop-up behavior – number of visits, timestamp of the last visit, information on whether a pop-up was closed/minimized.	Automatically added by SALESmanago script. Opt-out by disabling cookies in the browser.

smg - 12 months	Identifying cookie for the user.	Random identifier in UUID format.	Automatically added by SALESmanago script. Opt-out by disabling cookies in the browser.
smvr - 12 months	Cookie storing information on visits (encoded in base64).	Values encoded by base64.	Automatically added by SALESmanago script. Opt-out by disabling cookies in the browser.
smwp - 12 months	Information about WebPush consent form.	True/false value.	Automatically added by SALESmanago script. Opt-out by disabling cookies in the browser.
Smg - 12 months	Identifying cookie for the user – global identifier in the system.	Random identifier in UUID format.	Automatically added by SALESmanago script. Opt-out by disabling cookies in the browser.
smrcrsaved - 12 months	Cookie recording whether an identifier has been saved in SALESmanago (deprecated).	True/false value.	Automatically added by SALESmanago script. Opt-out by disabling cookies in the browser.
smOViewsPopCap - 12 months	Cookie recording information on the capping of pop-up displays.	SM:X where X is replaced by a number.	Automatically added by SALESmanago script. Opt-out by disabling cookies in the browser.
SMCNTCTGS - 12 months	Identifying cookie assigned to monitored contacts.	Contains tags assigned to a hashed email in the form of JSON {"hashedEmail": "tag1tag2"}.	Automatically added by SALESmanago script. Opt-out by disabling cookies in the browser.
SMOPTST - 12 months	Identifying cookie assigned to monitored contacts.	Contains contact status assigned to a hashed email in the form of JSON {"hashedEmail": "true" "hashedEmail": "false"}.	Automatically added by SALESmanago script. Opt-out by disabling cookies in the browser.

Users may withdraw or delete their consent or block cookies sent to them from this website. However, some parts of the site may not function correctly without them.

## **5. Contact with the Administrator**

For any additional questions related to the Privacy Policy, please direct them to our email address dedicated to personal data protection: [administrator@cashdirector.com](mailto:administrator@cashdirector.com)